

ARTICLE 5.6 DESIGN AND SITE PLAN REVIEW

SECTION 5.6.100. Purpose. The purpose and objectives of site development requirements and the site design review procedure are to:

1. Encourage originality, flexibility and innovation in site planning and development, including the architecture, landscaping and graphic design of said development;
2. Conserve the County’s natural beauty and visual character and charm by insuring that structures and other improvements are properly related to their sites, and to surrounding sites and structures, with due regard to the aesthetic qualities of the natural terrain and landscaping, and that proper attention is given to exterior appearances of structures and other improvements;
3. Protect and enhance the County’s appeal to tourists and visitors and thus support and stimulate business and industry and promote the desirability of investment and occupancy in marine and industrial properties;
4. Stabilize and improve property values and prevent blighted areas and thus increase tax revenues;
5. Achieve the beneficial influence of pleasant environments for living and working on behavioral patterns and, thus, decrease the cost of governmental services;
6. Foster civic pride and community spirit so as to improve the quality and quantity of citizen participation in local government and in community growth, change and improvement;
7. Sustain the comfort, health, tranquility and contentment of residents and attract new residents by reason of the County’s favorable environment;
8. Assure that proposed structures are harmonious with the applicable zoning; and thereby promote and protect the health, safety and welfare of the County; and
9. Protect riparian vegetation which is needed to stabilize the shoreline and to maintain water quality and temperature necessary for the maintenance of fish habitat and spawning areas.

SECTION 5.6.200. Site Review and Approval Criteria. The County finds that excessive uniformity, dissimilarity, inappropriateness or poor quality of design in the exterior appearance of structures and the lack of proper attention to site development and landscaping in the: industrial and airport operations zone

districts hinders the harmonious development of the County, impairs the desirability of residence, investment or occupation in the County, limits the opportunity to attain the optimum use and value of land and improvements, adversely affects the stability and value of property, produces degeneration of property in such areas with attendance deterioration of conditions affecting the health, safety and welfare of the County, and destroys a proper relationship between the taxable value of property and the cost of services thereof.

Further, the County finds that riparian vegetation is a resource which has been identified in the Comprehensive Plan.

SECTION 5.6.300. Jurisdiction.

1. Within any zone designation requiring a site plan review, no building permit or verification letter shall be issued for the erection or construction of a permitted or conditional use until the plans, drawings, sketches and other documents required under Section 5.6.500 have been approved by the Planning Director in conformity with the criteria specified in Section 5.6.400 (Criteria and Standards). For the purpose of this Section “Construction” shall include any remodeling that substantially changes the exterior appearance of the building.
2. Construction, site development and landscaping shall be carried out in substantial accord with the plans, drawings, sketches and other documents as approved.
3. Nothing in this subsection shall be construed to prevent ordinary repair, maintenance and replacement of any part of the building or landscaping which does not involve a substantial change from the purpose and objectives of Section 5.6.100. Proposed “substantial changes” shall be submitted to the Planning Director for approval.
4. All variances from the site development criteria which are deemed necessary by the applicant shall be requested pursuant to ARTICLE 5.3.

SECTION 5.6.400. Site Development Criteria and Standards. These standards are intended to provide a frame of reference for the applicant to the development of a site and building plans as well as a method of review. These standards shall not be regarded as inflexible requirements, nor do they advocate any particular architectural style, for they are intended to encourage creativity, invention and innovation. The following standards shall be utilized in reviewing the plans, drawings, sketches and other documents required under Section 5.6.500:

1. Landscaping.
 - a. The landscape shall be such to minimize soil erosion and lessen the visual impact;
 - b. any grade changes shall be in keeping with the general appearance of neighboring developed areas.

2. Structures.
 - a. Proposed structures shall be related harmoniously to the terrain and to existing buildings in the vicinity that have a visual relationship to the proposed buildings;
 - b. the achievement of such relationship may include the enclosure of space in conjunction with other existing buildings or other proposed buildings and the creation of focal points with respect to avenues of approach, terrain features or other buildings.

3. Drives, Parking and Circulation. With respect to vehicular and pedestrian circulation, including walkways, interior drives and parking, special attention shall be given to the location and number of access points, general interior circulation, separation of pedestrian and vehicular traffic, and arrangement of parking areas that are safe and convenient.

4. Surface Water Drainage. Special attention shall be given to proper site surface drainage so that removal of surface waters will not adversely affect neighboring properties, the public storm drainage system, or create environmental problems.

5. Utility Service.
 - a. Whenever feasible, electric, telephone and other utility lines shall be underground;
 - b. any utility installations remaining above ground shall be located so as to have an harmonious relation to neighboring properties and the site;
 - c. the proposed method of sanitary sewage disposal from all buildings shall be indicated.

6. Special Features.

- a. Exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall be reasonably required to prevent their being incompatible with the existing or contemplated environment and the surrounding properties;
- b. service, processing, and storage on property abutting a residential zone or commercial zone shall be wholly within an enclosed building or screened from view from such zone, street or highway by a permanently maintained, sight obscuring device or vegetation.

7. Application of Design Standards. The standards of review outlined in (1) to (6) above also apply to all accessory buildings, structures, exterior signs and other site features however related to the major buildings or structures.

8. Riparian Vegetation Protection:

- a. Riparian vegetation within 50 feet of a wetland, stream, lake or river, as identified on the Coastal Shoreland and Fish and Wildlife habitat inventory maps, shall be maintained except that:
 - 1) Trees certified by the Coos Soil and Water Conservation District, a port district or U.S. Soil Conservation Service posing an erosion or safety hazard may be removed to minimize said hazard; or
 - 2) Riparian vegetation may be removed to provide direct access for a water-dependent use; or
 - 3) Riparian vegetation may be removed in order to allow establishment of authorized structural shoreline stabilization measures; or
 - 4) Riparian vegetation may be removed to facilitate stream or streambank clearance projects under a port district, ODFW, BLM, Soil & Water Conservation District, or USFS stream enhancement plan; or
 - 5) Riparian vegetation may be removed in order to site or properly maintain public utilities and road right-of-ways, provided that the vegetation to be removed is the minimum necessary to accomplish the purpose; or

- 6) Riparian vegetation may be removed in conjunction with existing agricultural operations (e.g., to site or maintain irrigation pumps, to limit encroaching brush, to allow harvesting farm crops customarily grown within riparian corridors, etc.) provided that such vegetation removal does not encroach further into the vegetation buffer except as needed to provide an access to the water for the minimum amount necessary to site or maintain irrigation pumps.
- b. The 50 ‘ riparian vegetation setback shall not apply in any instance where an existing structure was lawfully established and an addition or alteration to said structure is to be sited not closer to the wetland, stream, lake, or river than the existing structure and said addition or alteration represents not more than 100% of the size of the existing structure’s “footprint.” [OR 92-05-009PL]

SECTION 5.6.500. Application Submittal and Review Procedure.

1. Submission of Documents. A prospective applicant for a building or other permit who is subject to site design review shall submit the following to the County Planning Director:
 - a. A site plan, drawn to scale, showing the proposed layout of all structures and other improvements including but not limited to, where appropriate, driveways, pedestrian walks, landscaped areas, fences, walls, offstreet parking and loading areas, and railroad tracks. The site plan shall indicate the location of entrances and exits and the direction of traffic flow into and out of offstreet parking and loading areas, the location of each parking space and each loading berth and areas of turning and maneuvering vehicles. The site plan shall indicate how utility service and drainage are to be provided.
 - b. A landscape plan, drawn to scale, showing the location of existing trees proposed to be retained on the site, the location and design of landscaped areas, the varieties and sizes of trees and plant materials to be planted on the site, other pertinent landscape features, and irrigation systems required to maintain trees and plant materials.
 - c. Architectural drawings or sketches, drawn to scale, including floor plans, in sufficient detail to permit computation of yard requirements and showing all elevations of the proposed structures and other improvements as they will appear on completion of construction.

- d. Specifications as to type, color and texture of exterior surfaces of proposed structures including reflective surfaces of solar collectors.
- e. A site plan drawn to scale, showing the location, size, design, material, color and methods of illumination of all exterior signs.
- f. An application request which shall include:
 - i. name and address of applicant;
 - ii. statement of applicant's legal interest in the property (owner, contract purchaser, lessee, renter, etc.) and a description of that interest, and in cast the applicant is not the owner, verification of the owner's consent.
 - iii. address and legal description of the property;
 - iv. statement explaining the intended request;
 - v. the required fee pursuant to SECTION 1.3.900;
 - vi. any other materials or information as may be deemed necessary to assist in evaluation of the request.

- 2. Action by Planning Director. The Planning Director, or his designee, shall review all drawings, plans and specifications submitted for design review. If he finds that they meet all other requirements of the Ordinances of the County, he shall approve or condition the site plan. If the Planning Director disapproves, the proposal may be submitted to the Board of County Commissioners for their review. Reasonable conditions may be established by the Planning Director or Board of Commissioners in connection with a Site Review Permit as deemed necessary to secure the purpose and requirements of this Article. Guarantees and evidence may be required that such conditions will be or are being complied with.
- 3. Threshold Standard. The Planning Director, at his discretion, may waive part or all of the site plan requirements including fees, if, in the Director's judgement, the proposed development is diminimous in extent to the existing development.

4. Notice of Decision. Within five (5) working days of making the decision, the Planning Director shall cause a notice to be prepared and distributed announcing the decision pursuant to Section 5.7.100; and
 - a. mail the notice to the applicant, affected cities, special districts, Hearings Body members and other parties requesting such notification; and
 - b. post the notice at a conspicuous location in the Planning Department office and the Coos County Courthouse.
5. Appeals. Any appeal of a Planning director's decision shall be made pursuant to Article 5.8.